

**076230 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, January 5, 2015** at **9:30 a.m.** Chairman Dean Kinzer, Michael Largent, Arthur D Swannack, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Call to Order/Board Business/Workshop.**

Present: Gary Petrovich, Kelli Campbell, Mark Storey, Bob Reynolds (9:30 a.m.) and Sally Ousley 9:55 a.m.

**076231 1. Items discussed included:**

- ADA Project Update
- Facilities Update
- Fair Foundation Project
- Personnel Change Order
- OMWBE
- Palouse Knowledge Corridor Dues
- BOCC Committee Assignments
- 2015 County Goals

No action taken.

**10:05 a.m. - Recess.**

**10:30 a.m. - Flag Salute.**

Present: Sally Ousley.

**D076231A 2. Pledge of Allegiance.**

**Consent Agenda:**

**D076231B 3. Motion** by Commissioner Kinzer to accept the consent agenda. Motion **seconded** by Commissioner Swannack and **carried**.

**076232 4. 2014 General Claims/Veterans' Relief/Payroll warrants numbered 314255-314303 for \$80,461.13 approved.**

**076232A 4A. 2015 General Claims/Veterans' Relief/Payroll warrants numbered 314304-314318 for \$411,739.25 approved.**

**076233 5. December 29, 2015 minutes approved.**

**076234-076253 6. Personnel change orders approved.**

**BOARD REORGANIZATION:**

**076253 7. Commissioner Kinzer was nominated by Commissioner Swannack and unanimously voted in as Chairman for calendar year 2015.**

**076254 7A. Commissioner Largent was nominated by Commissioner Swannack and unanimously voted in as Vice-Chair for calendar 2015.**

**076255 8. Commissioner Largent moved Commissioner Swannack seconded the motion and it carried to approve the amended and revised Commissioner Committee assignments for 2015.**

**2015 WHITMAN COUNTY COMMISSIONERS COMMITTEE ASSIGNMENTS**

**Commissioner District I, Art Swannack**

Aging & Long Term Care of Eastern WA (ALTCEW) (Partially Paid Expenses)  
Eastern WA Council of Governments (EWCOG)  
Incident Team (IT)

**BOCC MINUTES-01/05/15**

Martin Hall Juvenile Facilities Consortium (MH)  
Palouse Basin Aquifer Committee (PBAC)  
Snake River Salmon Recovery Board (SRSRB) (Paid Expenses)  
Workforce Development Council (WDC)

**Commissioner District II, Dean Kinzer**

Local Emergency Preparedness Committee (LEPC)  
Rural Transportation Planning Organization (RTPO)  
Southeast Washington Economic Development Association (SEWEDA)  
Whitcom Executive Board/Whitcom Finance Board (WEB/WFC)

**Commissioner District III, Michael Largent**

Greater Columbia Behavior Health Regional Support Network (GCBH) (Primary, Mike Berney-Alternate)  
Joint Planning Advisory Committee II (JPAC)  
Law Enforcement Officers/Firefighters I Board (LEOFF)  
Palouse Empire Fair Board (PEFB)  
Washington Counties Insurance Fund (WCIF) (Paid Expenses)  
Washington Rural Counties Insurance Pool (WRCIP) (Paid Expenses)  
Washington State Association of Counties Legislative Steering Committee (LSC) (Partially Paid Expenses)

**Chairman Only Attends**

Board of Adjustment (BOA)  
Canvass Board (CB)  
Hearings Examiner Board (HEB)  
Finance Committee (FC)

**All Commissioners Attend**

Board of Equalization (BOE)  
Board of Health (BOH)  
Financial Review Meetings (FR)  
Latah/Whitman County Meetings (L/W)  
Port of Whitman/Whitman County Commissioners (P/WC)  
Penta Counties Meetings (PCM)

**Commissioners Attend by Invitation Only**

Accounting Technicians Meeting (ATM)  
Blue Ribbon Advisory Task Committee (BRATC)  
Board of Law Library (BLL)  
Capital Improvement Program (CIP)  
Citizens' Commission for Salary for Elected Officials (CCFSFEO)  
Civil Service Commission (CSC)  
Classification Committee (CC)  
Developmental Services Advisory Board (DSAB)  
Elected & Appointed Team Committee (EAT)  
Emergency Communication Advisory Committee (ECAC)  
Extension Steering Advisory Committee (ESAC)  
Juvenile Justice Advisory Committee (JJAC)  
Noxious Weed Control Board (NWCB)  
OKKO Club (OK)  
Park Board (PB)  
Planning Commission (PC)  
Pro Mall Condo Association (PMCA) (Michael Baker)  
Public Defense Advisory Committee (PDAC)  
Road and Bridge Advisory Board (RBAB)  
Rural Library Board of Trustees (RLBT)  
Safety Committee (SC)  
Solid Waste Advisory Committee (SWAC)  
Water Conservancy Board (WCB)  
Website Development Committee (WDC)

076256 9. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2015 Whitman County dues as follows:

Aging & Long Term Care of Eastern WA	\$ 4,500.00
Inland Northwest Partners	\$ 150.00
National Association of Counties	\$ 896.00
Office of Minority & Business Women	\$ 150.00
Palouse Basin Aquifer Committee	\$ 5,000.00
Palouse Basin Water Summit	\$ 500.00
Southeast WA Economic Development Assoc.	\$ 1,500.00
WA Association of County Officials	\$ 7,600.00
WA State Association of Counties	\$ 8,749.00
<b>TOTAL</b>	<b>\$29,145.00</b>

076257 10. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize the publishing of a notice seeking vendors, contractors and consultants for the small works and professional services rosters.

076258 11. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish a notice for the 2015 LEOFF I Board meetings.

076259 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish a notice for the 2015 Martin Hall Board meetings.

076260 13. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to allow Human Resources to submit personnel change orders related to the 2014-2016 Courthouse, Road and Solid Waste collective bargaining agreements on January 12, 2015. The orders are to be used for the purpose of preparing the January 1-15, 2015 payroll and will become void if obstacles to finalization with the Teamsters Union arise or the BOCC votes against the final document.

076261 14. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** sign the resolution adopting the CIAW interlocal agreement and bylaws.

**RESOLUTION NO. 076261**  
**A RESOLUTION REGARDING CHANGES TO THE**  
**BY-LAWS AND INTERLOCAL AGREEMENT TO THE**  
**CITIES INSURANCE ASSOCIATION OF WASHINGTON (CIAW)**

**RECITALS:**

WHEREAS; Whitman County (Water Conservancy Board) is a member of the Cities Insurance Association of Washington (CIAW).

WHEREAS; The Cities Insurance Association of Washington (CIAW) is authorized under RCW 48.62 to develop and administer a program which provides an opportunity for members to jointly pool and self-insure their liability losses, and jointly purchase excess insurance, or reinsurance; as well as jointly utilize administrative and other services.

WHEREAS; the CIAW wishes to change its fiscal year.

WHEREAS; The Board of Directors at their regular meeting on June 9, 2014 voted to notify its Members, as well as the Washington State Department of Enterprise Services of a meeting on July 21<sup>st</sup>, 2014 to vote on said Amendment to the By-Laws and Interlocal Agreement to change the fiscal year.

WHEREAS; The Board of Directors at their regular meeting on July 21, 2014 conducted said vote and the Amendments to the By-Laws and Interlocal Agreement were approved by the membership.

NOW, THEREFORE BE IT RESOLVED:

- 1. Article 14 of the By-Laws is amended to read as follows:

Article 14 - Fiscal Year

The fiscal year of the corporation shall be from ~~September 1st through August 31st~~, to **December 1<sup>st</sup> through November 30<sup>th</sup>**, of the next calendar year, or as set by the Board of Directors.

- 2. Section 3.8.11 of the Interlocal Agreement is amended to read as follows:

3.8.11 The Board of Directors shall establish an annual budget for the Association. The Administrator shall submit a proposed budget for the following fiscal year 60 days prior to the end of each fiscal year to the Board of Directors. Fiscal years for the Association shall be from ~~September 1st through August 31<sup>st</sup>~~ **December 1<sup>st</sup> through November 30<sup>th</sup>** of the next calendar year. The Board of Directors shall determine the estimated expenses and cost to be incurred by the Association for the next fiscal year and shall adopt a budget derived from the Administrator's proposed budget. The budget shall be in a form to provide the following information for the Association as a whole: (1) beginning and ending unreserved fund balance, (2) anticipated revenues in detail, and (3) appropriations in detail. The Board of Directors shall apportion that budget cost among the Members and Associates. All payments due the Association from Members or Associates upon the basis of each budgeted assessment shall be paid as invoiced for the fiscal year for which the assessment is made.

- 3. Section 3.13 withdrawal. A Member may withdraw only at the end of the Associations fiscal year (~~August 31<sup>st</sup>~~) (**November 30<sup>th</sup>**) and only after it has given the Association written notice prior to ~~September~~ **December 1** of the preceding calendar year of its decision to withdraw from this Agreement.

BE IT FURTHER RESOLVED THAT WHITMAN COUNTY hereby acknowledges the appropriate changes to the By-Laws and Interlocal Agreement to accomplish said change.

DATED the 5<sup>th</sup> day of January, 2015.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Dean Kinzer, Chairman

\_\_\_\_\_  
Arthur D Swannack, Commissioner

\_\_\_\_\_  
Michael Largent, Commissioner

ATTEST:

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

The CIAW Bylaws will not appear in the minutes in their entirety but are available in the Commissioners' Office.

CORRESPONDENCE:

- D076261A 15. The following correspondence was received:
- 076262 15A. An executed copy of the 2015-2017 Deputy Sheriff's agreement received.
- 076263 16. Commissioners' pending list reviewed.
- D076263A 25. Approved documents signed.

11:00 a.m. - Mark Storey, Public Works Director.

Present: Phil Meyer, Dean Cornelison, Cheryl Holcomb, and Garth Meyer.

ACTION ITEMS

076264 17. The regular meeting was recessed and a hearing convened by the Chairman for the proposed vacation of portions of the Staley and Johnson Roads. Director Mark Storey stated in his opinion it is not advisable to preserve said portions of the Staley and Johnson Roads for the county transportation system.

The hearing was opened to public comment. The Director recommended the Board approve the proposed vacation and that the property vacated be returned to the owners of record. There being no further comments, the hearing was adjourned and the commissioners returned to their regular meeting.

076265 18. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign the resolution to vacate portions of Johnson and Staley Roads as presented.

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the Matter of the Intent to Vacate	)	RESOLUTION NO. <u>076265</u>
And Abandon a Portion of the Johnson	)	
Road, N. 9050, and a Portion of the	)	
Staley Road, N. 9030, Located Outside	)	
the New Right of Way for Said Roads in	)	
the North ½ of Section 27, Township 14	)	RESOLUTION VACATING
North, Range 45 East, W.M. in Whitman	)	
County, WA	)	

WHEREAS, the Whitman County Board of County Commissioners declared their intention to vacate and abandon portions of the Johnson Road, County Road No. 9050 and portions of the Staley Road, County Road No. 9030 on the 15th day of December, 2014.

WHEREAS, the Whitman County Engineer has submitted a report, which indicates it is not advisable to preserve portions of the Johnson Road, County Road No. 9050 and portions of the Staley Road, County Road No. 9030 for the county transportation system and therefore recommended the vacation of said portions of the Johnson Road, County Road No. 9050 and Staley Road, County Road No. 9030.

WHEREAS, the Whitman County Board of County Commissioners held a public hearing, after proper public notice, on the 5th day of January, 2015, and interested parties for and against said vacation were afforded the opportunity to present to the Board.

WHEREAS, the Whitman County Board of County Commissioners finds that the vacation of said portions of the Johnson Road, County Road No. 9050 and portions of the Staley Road, County Road No. 9030 is in the best interest of the citizens of Whitman County.

NOW, THEREFORE BE IT HEREBY RESOLVED that a portion of the Johnson Road and a portion of the Staley Road lying outside of the new right of way of said County Road No. 9050, the

Johnson Road and County Road No. 9030, the Staley Road, in the North 1/2 of Section 27, in Township 14 North, Range 45 East, W.M in Whitman County, Washington, more particularly described as follows: All those portions of the Johnson Road and the Staley Road being replaced by a new alignment for County Road Bridge Project No. C.R.B.P. 9050-04.18(8) Staley No. 3 Bridge Replacement, recorded in the Whitman County Engineers office, and lying outside the new County road right of way, as shown on said bridge construction plans, be vacated and passed to the owners of record of the adjoining land.

DATED at Colfax, Washington, this 5th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Dean Kinzer, Chairman

ATTEST:

\_\_\_\_\_  
Arthur D Swannack, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

**076266**      **19.**    The regular meeting was recessed and a hearing convened by the Chairman for the proposed vacation of the Lamont Quarry. Director Mark Storey stated in his opinion it is not advisable to preserve said quarry for county purposes.

The hearing was opened to public comment. The Director recommended the Board approve the proposed vacation and the property vacated be returned to the owners of record. There being no further comments, the hearing was adjourned and the commissioners returned to their regular meeting.

**076267**      **20.**    Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign the resolution to vacate the Lamont Quarry as presented.

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the Matter of the Intent to Vacate                    )  
and Abandon all of the Lamont Quarry                    )  
in the SW 1/4 of the SW 1/4 of Section 9,                )  
Township 20 North, Range 39 East,                    )  
W.M. in Whitman County, WA                                )  
RESOLUTION NO. 076267  
RESOLUTION VACATING

WHEREAS, the Whitman County Board of County Commissioners declared their intention to vacate and the Lamont Quarry on the 15th day of December, 2014.

WHEREAS, the Whitman County Engineer has submitted a report, which indicates it is not advisable to preserve the Lamont Quarry for county purposes and therefore recommended the vacation of said quarry.

WHEREAS, the Whitman County Board of County Commissioners held a public hearing, after proper public notice, on the 5th day of January, 2015, and interested parties for and against said vacation were afforded the opportunity to present to the Board.

WHEREAS, the Whitman County Board of County Commissioners finds that the vacation of said Lamont Quarry is in the best interest of the citizens of Whitman County.

NOW, THEREFORE BE IT HEREBY RESOLVED that the Lamont Quarry, in Section 9, Township 20 North, Range 39 East W.M., in Whitman County, Washington, more particularly described as follows: The Lamont Quarry, in the SW ¼ of the SW ¼ of Section 9, Township 20 North, Range 39 East W.M., in Whitman County, Washington, be vacated and passed to the owners of record of the adjoining land.

DATED at Colfax, Washington, this 5th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Dean Kinzer, Chairman

ATTEST:

\_\_\_\_\_  
Arthur D Swannack, Commissioner

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

**076268**      **21.** Mr. Storey said of the two bids received for an automated fuel management system, one bid is considered non-responsive. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to award the bid for an automated fuel management system to TRAC Engineering of Tallahassee, FL for the basis of award price of \$80,585.

**076269**      **22.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve publishing a notice to call for bids for crushing bids.

**DIVISION UPDATES**

**D076069A**      **23A.** The following division updates provided by Public Works staff.

**Maintenance Division:**

**D076269B**      **23B.** Phil Meyer noted crews were out over the weekend sanding/plowing snow. Also, as of today, roads are being closed to heavy traffic.

**Engineering Division:**

**D076269C**      **23C.** Dean Cornelison informed the commissioners Public Works was awarded a \$667,000 safety grant. Of this amount \$67,000 is to be used towards designing a safety project and the remainder for construction of the project. Mark Storey clarified this money is strictly for paved roads and cannot be used on gravel roads. Funding can be used for such things as guardrail, slope flattening and object removal (trees, power poles, etc.).

**Solid Waste Division:**

**D076269D**      **23D.** According to the Director, the Waste Transfer Facility is progressing well. He suggested a ribbon cutting event in the spring.

**12:00 p.m. - Recess.**

**D076269G**      **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, January 12, 2015 at 9:00 a.m.**

**BOCC MINUTES-01/05/15**

Chairman Dean Kinzer, Michael Largent, Arthur D Swannack, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Reconvene/Board Business Continued.**

**D076269H 25.** Approved documents signed.

**076270 25.** 2014 General warrants numbered **314347-314388** for **\$56,180.45**.

**25A.** 2015 General warrants numbered **314389-314416** for **\$16,799.15**.

**076271-076276 25B.** Personnel change orders.

**D076276C 26.** Need for Tuesday, January 13, 2015 workshop.

**9:15 a.m. - BOCC Workshop.**

Present: Gary Petrovich, Kelli Campbell, Bill Spence, Sally Ousley and Anthony Kuipers.

**076277 27.** Items discussed included:

- Lodging Tax Annual Report
- USDA Fair Annual Report
- LRF Annual Report
- County Campus Security
- County Campus Fire Alarm Testing
- ADA Project Update
- McKinstry/Apollo Energy Project
- Palouse RTPO Interlocal Agreement
- SEWEDA Bylaws
- Personnel Hiring Policies
- Tax Sharing Agreement
- Quarterly Department Financial Reports

No action taken.

**10:10 a.m. - Recess.**

**D076277A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, January 13, 2015** at **9:00 a.m.** Chairman Dean Kinzer, Michael Largent, Arthur D Swannack, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Reconvene/Board Business Continued/BOCC Workshop.**

Present: Gary Petrovich (9:00 a.m.) and Brett Myers (9:45 a.m.).

**076278 28.** Item discussed included:

- Financial Quarterly Departmental Reports
- Jail Staffing

No action taken.

**11:00 a.m. - Adjournment.**

**D076278A** Commissioner Swannack **moved** to adjourn the **January 5 and 12, 2015** meeting. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **January 20, 2015**. The foregoing action made this **12th** day of **January 2015**.

ss/ ARTHUR D SWANNACK, COMMISSIONER  
ss/ MICHAEL LARGENT, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board

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DEAN KINZER, CHAIRMAN  
Board of County Commissioners